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STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF FIRE SERVICES  
RICHARD W. MILLER  
STATE FIRE MARSHAL

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ACTING DIRECTOR

# Memorandum

**DATE:** October 30, 2014  
**TO:** All Fire Chiefs  
**FROM:** Richard Miller, State Fire Marshal *RM*  
**SUBJECT:** Fireworks Inspection Delegation Authority

The Bureau of Fire Services (BFS) is seeking fire departments or authorities that are interested in applying for fireworks delegation authority for consumer fireworks retail sales (CFRS) facility inspections under Sections 11(5) and 19 of PA 256 of 2011.

The BFS has revised the application process for delegation for the upcoming 2015 Fireworks season. In order to qualify for delegated inspection authority you must complete all of the following:

1. Read and understand the updated BFS Fireworks Delegation of Authority procedures.
2. Submit a completed Fireworks Delegation of Authority Authorization Application (BFS-404) request form to the State Fire Marshal's office by 5:00 p.m., Monday, December 1, 2014. When completing this form you must include the name of all areas of jurisdiction even if your jurisdiction is only partial coverage of that area. This is whether it is a city, township or village.
3. If your department is considered for delegation of authority, the BFS will send a customized Delegation Agreement to your department. The Delegation Agreement must be signed and returned to the State Fire Marshal's office by Monday, February 2, 2015. (NOTE: The Delegation Agreement must be signed by the local certifying official of your local unit of government/governing body (city, village or township) and the fire chief to perform fireworks delegation inspection duties.)
4. All state-certified inspectors who will be performing CFRS inspections must attend and complete the BFS delegation training program. Details of the training will be sent to the contact information provided on the application form when your customized agreement is sent to your department.
5. Once your department has satisfied all the requirements, you will receive an executed copy of the Delegation Agreement signed by the State Fire Marshal granting you delegation inspection duties of all CFRS within your jurisdiction.

Any questions can be directed to the Bureau of Fire Services at [fireworksDelegation@michigan.gov](mailto:fireworksDelegation@michigan.gov) or 517-373-7441.